

U.S. Embassy Ghana
Notice of Funding Opportunity: STEM

Opening Date: February 18, 2020

Closing Date: May 8, 2020

All projects must begin before September 30, 2020. This does not mean that the activity must be completed before September 30, 2020, but preparation for the activity must begin before that date.

We recommend submitting your proposal early to allow time to address any difficulties that may arise. ***Please include the title of this Funding Opportunity (STEM) as the subject line of your email.***

Email: PASAccraGrant@state.gov

Eligibility Information

The Public Affairs Section encourages proposals from:

- Registered not-for-profit organizations, including think tanks and civil society/non-governmental organizations with programming experience
- Individuals
- Non-profit or governmental educational institutions

For-profit or commercial entities are not eligible to apply.

The Public Affairs Section (PAS) of the U.S. Embassy in Ghana requests proposals for funding for its 2020 STEM programming. Please read and follow all instructions carefully.

Strategic Priorities:

All submitted proposals must address at least one of the two U.S. foreign policy objectives below:

1. **STEM literacy** – Projects increase knowledge, skills, and abilities in the fields of science, technology, engineering, or math.
2. **Career, Technology, and Life Skills** – Project achieves identifiable goals in promoting critical thinking, communication, collaboration, and creativity in the fields of science, technology, engineering, or math.

The following activities to do **not** qualify for Public Affairs funding:

- Organizational start-up costs
- Ongoing salaries, operating costs or capital improvements
- Office equipment
- Paying to complete activities begun with other funds
- Projects of a commercial or profit-making nature
- Projects that are inherently political in nature or that contain the appearance of partisanship or support to individual or single party electoral campaigns
- Projects that support specific religious activities
- Fundraising campaigns
- Academic or analytical research (if not part of a larger project)
- Construction projects
- Vehicles
- Scholarships
- Projects whose primary aim is the institutional development of the organization itself
- Solicitations, or any fees for news coverage
- Representational expenses, such as receptions (Exceptions: expenses for coffee breaks and working lunches can be funded; alcohol, however, cannot)
- While not inadmissible, fees and travel costs to attend conferences in the United States are reviewed on a case-by-case basis, and funding for this type of expenditure is very limited.

Preference will be given to projects that incorporate some element of American content. “American content” may take the form of American partners, or American themes and materials. Preference will also be given to proposals that involve alumni of U.S. government exchange programs (e.g., YALI Mandela Washington Fellows, YALI Regional Leadership Center, Fulbright, International Visitor Leadership Program, etc.).

Funding Information

Minimum Award Amount: \$10,000

Maximum Award Amount: \$50,000

Projects that include cost-sharing from the applicant or third-party funders will be given preference. Proposals should explain clearly other likely sources of funding or in-kind participation. All grant awards are subject to the availability of funds from the U.S. Department of State. Budgets must be submitted in U.S. dollars.

Project and Budget Periods

Projects must be completed in one year or less. PAS may consider proposals for continuation grants, beyond the initial budget period, subject to the availability of funds, satisfactory progress of the applicants, and a determination that continued funding would be in the best interest of the U.S. government. Because grants are contingent on the availability of funds from the U.S. Department of State, applicants are encouraged to submit proposals with flexible start dates. Proposals that are selected for funding must be initiated no later than September 30, 2020, and generally be completed within one year of their commencement.

Proposal Submission and Deadline

Applicants are encouraged, but not required, to use the [grant proposal template](#) provided under the “Additional Resources” heading to the right.

Proposals should be submitted via email to the Public Affairs Section using the following email address: *PASAccraGrant@state.gov*. Proposals must be submitted no later than **08 May, 2020 at 1800 GMT**. Applicants must complete and submit a detailed budget with all grant requests.

Review and Selection Process

Each proposal submitted under this announcement will be evaluated and rated on the basis of the criteria outlined below. The criteria are designed to assess the quality of the proposed project and to determine the likelihood of its success. The criteria are closely related and are considered as a whole in judging the overall quality of a proposal. Proposals will be reviewed on the basis of their completeness, coherence, clarity, and attention to detail.

Applicants are encouraged, but not required, to use the grant proposal template under the “Additional Resources” heading to the right. Applicants must submit a full project description, including a detailed narrative that outlines the plan of action, describing the scope of the proposed work and how it will be accomplished. The narrative should be accompanied by a detailed budget that includes all program costs and clearly indicates the proposing organization’s cost-share and/or in-kind participation.

Proposal Evaluation Criteria:

Audiences – The project should seek to influence a specific group of Ghanaian residents (based on age, profession, geographic location, gender, and/or other demographic factor) directly relevant to achieving the strategic goals noted above.

Goals and Objectives – The project addresses one or more of the strategic goals outlined above and is likely to provide maximum impact in achieving the proposed results.

U.S. Content – Projects that include significant American content (such as American speakers, American materials, U.S. Embassy participation, or a theme or topic originating in, or inspired by, U.S. history or society) will also be more favorably evaluated.

Strengths and Innovation – The proposal should clearly describe how the applicant will execute the program within the proposed time frame and articulate an innovative strategy or plan. Projects that reflect geographic diversity and gender equality will be more favorably evaluated.

Organizational Capacity – The individual or organization applying for the grant has expertise in one or more of the areas falling under the Embassy’s strategic goals and demonstrates the ability to perform the proposed activities.

Sustainability – The applicant demonstrates a clear plan for sustainable activity or impact of the activity after the grant period of performance.

Budget and Budget Justification – The budget and narrative justification are reasonable in relation to the proposed activities. The budget does not include funding for non-allowable activities. Proposals that include cost-sharing with the applicant or third-parties will be viewed more favorably.

Publicity/Media Plan – The applicant should include a plan to amplify the impact of the program on specific audiences.

Monitoring and Evaluation – The applicant should outline how specifically the grant will be monitored and evaluated for its overall effectiveness and impact, with specific, measurable, achievable, realistic and timely indicators, whenever possible.

Award Administration

The grant award shall be written, signed, awarded, and administered by the Grants Officer (GO). The GO is the U.S. government official delegated the authority by the U.S. Department of State Procurement Executive to write, award, and administer grants. The GO is assisted by the Grants Officer Representative (GOR), who works with the GO to make sure that all assistance awards are administered correctly. The GOR may be the primary point of contact for grantees. The assistance award agreement is the authorizing document and it will be provided to the recipient. Organizations whose proposals will not be funded will also be notified in writing.

We will make all funding decisions by September 30, 2020.

All awards issued under this announcement will require both program and financial reports on a frequency specified in the award agreement. The disbursement of funds may be tied to submission of these reports in a timely manner. All other details related to award administration will be specified in the award agreement.